

MGT 4818 - Training and Development

Fall 2026 Syllabus, Section 01, CRN 42763,

Credit hours: 3

Instructor

Joanna Forbes

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Public Instructor Information

Instructor Title: Dr. Joanna Forbes

Instructor Professional Qualifications:

Senior Certified Professional, Society of Human Resource Management (SHRM)

Doctor of Education, Higher Education Leadership & Administration, Youngstown State University

Master's, Leadership, Training and Development, Carlow University, Pittsburgh, PA

Bachelor's, Business Administration, Robert Morris University, Pittsburgh, PA

25+ years of professional human resources experience

Instructor Office Location: WCBA 3332

Instructor Office Phone: 330.941.3149

Course Description

4818. Training and Development. This course will examine the role and processes of employee development in order to maintain a productive workforce and stay competitive in today's environment. It will cover adult learning theories and principles of training and development. It will follow the training and development process from the needs assessment to the training evaluation. The course will also examine the training and development concerns such as maintaining a learning culture, ethical considerations, and future trends. Prereq.: MGT 3725 (C or better), 2.5 GPA. 3 s.h.

Course Readings

Group	Title	Author	ISBN
Required			

Textbook: *Employee Training and Development* by Raymond Noe. Current Edition: 9th Edition (2026 Evergreen Release) ISBN-13: 9781264944545

The course readings are subject to change in the event of extenuating circumstances, research developments, current events, and/or to ensure better learning.

Schedule of Topics and Assignments

Week of	Reading(s)	Proposed Topic	Due/To Prepare for Class
8/25	Chapter 1	Welcome to Course Introduction to Training and Development	
9/1	Chapter 2	Strategic Training	Assignment
9/8	Chapter 3	Needs Assessment	
9/15	Chapter 4	Learning and Transfer of Learning	Quiz
9/22	Chapter 5	Program Design	Assignment
9/29	Chapter 6	Training Evaluation	Exam #1
10/6	Chapter 7	Traditional Training Methods	Assignment
10/13	Chapter 8	Technology Based Training	Quiz

10/20	Chapter 9	Career Management	Quiz
10/27	Chapter 10	Legal Issues	Quiz
11/3	Chapter 11	Future of Training and Development	
11/10			Finalize Training Modules
11/17			Group Presentations
11/24			Group Presentations
12/1		Review Group Feedback	
12/8			Final Exam

The course schedule, policies, procedures, and assignments in this course are subject to change in the event of extenuating circumstances, by mutual agreement, and/or to ensure better learning.